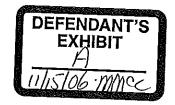
#### **CONTACT INFO**

Kelth Turner 90 Hilltop Road Ardsley, New York 10502 US E keithturner@optonline.net P 914 393 3938



### KEITH TURNER

90 Hilltop Road ~ Ardsley ~ NY ~ 10502 (914) 693-4366

### SUMMARY OF QUALIFICATIONS

Accomplished, customer-focused Food & Beverage Manager with a strong pattern of success in high-profile fine dining restaurants in domestic and international locations. Superior knowledge of house operations, including pre-opening and opening activities, strict adherence to standards and policies, and ongoing restaurant promotions / marketing functions. Articulate, energetic professional witch excellent presentation, written communication, and public relations skills. Solid record of training, developing, and motivating staff in a variety of challenging, customer-driven environments.

#### PROFESSIONAL EXPERIENCE

## NEW YORK UNIVERSITY MEDICAL CENTER, New York, NY

2002-2004

#### Manager, Building Service

- Management of staff / supervised 120+ staff and oversaw performance / ensured assignments.
- o Staff development.
- o Planning and procedure development.
- o Coordination of building service activities.
- o Cost containment.
- o Reports / documentation.
- o Equipment maintenance.
- o Performance improvement.

#### RESTAURANT ASSOCIATES, New York, NY

2000-2001

## Manager, Rock Center Café

 Managed front of the house operations for a café with 1,000 to 1,200 covers per day.

#### Corporate Catering Manager

o Secured, coordinated, and oversaw large catered events for various corporate

### HUDSON RIVER CLUB, New York, NY

1999-2000

## Maitre d'/Manager

- Served customers in a 3-star, fine dining restaurant with 150-person banquet seating.
- Assumed managerial responsibilities to ensure a smooth and efficient restaurant operation.

#### SEA GRILL, New York, NY

1998

## Maitre d' (seasonal position)

- Served customers in a 3-star, 120-seat fine dining restaurant located in Rockefeller Center.
- o Organized reservations, arranged seating, and provided daily operational assistance.

#### REGENTS PLAZA HOTEL, London, United Kingdom

1995-1997

#### Food & Beverage Director

- o Directed a 3-meal-a-day café, a specialty Italian restaurant, room service, a minibar, and banquets for a 200-room property with 100 residential apartments.
- O Oversaw pre-opening and opening functions for the Italian restaurant.
- o Provided and ensured training for all Food and Beverage staff.
- o o Improved overall guest satisfaction through constant communication and the implementation of effective standards and policies.

HOTEL INTER-CONTINENTAL LOS ANGELES, Los Angeles, CA	1994-1995
Restaurant & Lounge Manager	
<ul> <li>Created service standards and ensured staff compliance for a 434-roor with 40 employees.</li> </ul>	n property
<ul> <li>Exercised strong leadership skills, applying superior knowledge of the &amp; Beverage operation.</li> </ul>	entire Food
FOUR SEASONS / REGENT, Bali, Indonesia	1992-1993
Assistant Food & Beverage Manager / Training Consultant	
<ul> <li>Consulted with hotel, directing staff training for pre-opening and open for the food and beverage operations of this 150-room property with the</li> </ul>	ning functions 30 employees.
HOTEL INTER-CONTINENTAL SYDNEY, Sydney, Australia	1990-1992
Restaurant Manager	
<ul> <li>O Successfully systematized the opening of a new pasta bar and bistro for room property with 40 employees.</li> </ul>	or this 502-
o Led promotional efforts, demonstrating strong public relations and ma	arketing skills.
WESTIN KAUAI, Kauai, Hawaii	1988-1990
Restaurant Manager	1,00 1,,00
<ul> <li>o Maintained full operational responsibility for two fine dining outlets of room property with 60 employees.</li> </ul>	of an 847-
O Directed activities of all professional and support personnel.	
DUCATION	
LOP ANGELES VALLEY COLLEGE Von Name CA	

## ED

LOS ANGELES VALLEY COLLEGE, Van Nuys, CA

**Business Management Coursework** 

TOMBROCK COLLEGE, West Paterson, NJ

**Business Management Coursework** 

# REFERENCES AVAILABLE UPON REQUEST

#### **WORK EXPERIENCE**

Dates Employed	Job Title	Company	
N/A - Present	Manager, Building Service	NEW YORK UNIVERSITY MEDICAL CENTER	